

CASTLETON PLANNING COMMISSION
Tuesday, June 27, 2023 at 6:30pm
Castleton Fire Station Community Room
273 Route 30 N, Bomoseen
and ZOOM

Zoom Recording Link:
https://us02web.zoom.us/rec/share/z5YAQ_1FztPjFipCR-7CzqlxTTjJdBAOt7yzhtD0ObrvV5_xjaSszk2VQI7J60xc.Snuz23LuS4w_3Zr1
Passcode: ?QJuDxm1

Those in attendance included: Elisabeth MacKay, Michael Scovner, Frank Johnson, Michael Holden, James Thomas

Others present by Zoom included: Allison Harvey, Recording Secretary

L. MacKay called the meeting to order at 6:35 P.M.

Approve Agenda

F. Johnson made a motion to approve the agenda. M. Scovner seconded. Suggestion made to add the approval of the May 4 and May 9 minutes to the agenda. **All voted in favor. So voted.**

Minutes of Meeting – May 4, May 9, May 27 and June 13, 2023

F. Johnson made a motion to approve the minutes of May 4, 2023 as presented. M. Holden seconded. Page 1 – James Thomas should be added to Attendance with the notation of his arrival was after the interviews were completed.

All voted in favor of approval with changes. So voted.

M. Scovner made a motion to approve the minutes of May 9, 2023 as presented. M. Holden seconded. All voted in favor. So voted.

M. Scovner made a motion to approve the minutes of May 23, 2023 as presented. F. Johnson seconded. All voted in favor. So voted.

June 13 minutes will be revised by the recording secretary and approved at the next meeting.

Public Comments

None at this time.

Reports

Local Hazard Mitigation Plan – Jim Thomas

J. Thomas stated they will have one more meeting to finish up changes and they will schedule with the Board of Selectmen to do the public information session as well to complete the Plan. Commission

members held brief discussion on the timeline of completing the mitigation plan approval/public hearing. It should be completed by the end of September.

Rutland Regional Planning Commission June 20 Meeting – Liz MacKay

L. MacKay reported that the RRPC meeting she attended June 20th was the Annual Meeting, and she had documentation that was distributed from that meeting if anyone is interested in reviewing it. L. MacKay stated she also attended on June 14 an open meeting laws session that was very informative and helpful with procedures and notifications. J. Thomas stated he attended a two-day zoning conference on June 14 and June 22 as well that was also very informative.

New Business

Review and Edit Final Draft of Zoning Ordinance Document

Discussion on Section 719 and fence heights. Discussion was held on the height of fences and what can or cannot be approved by the Zoning Administrator. After lengthy discussion, it was decided the Zoning Administrator should deny the application for a fence over 6 feet in height and send it on to the DRB for a site review and approval by the DRB. Discussion also held on the public notification timeline for any permit applications that go before the DRB. Article 13 was discussed and whether there is a section missing in the DRB section was discussed. It was decided there needed to be a section added back in having to do with DRB procedures.

Discuss Dates for Our Public Hearing and Possibly Set One or Two Dates

Discussion on one date being needed, and whether recent revisions would be completed in time for a public hearing to be held. L. MacKay questioned if two meetings would be beneficial before taking the proposal to the Board of Selectmen to get any public input on the changes they have made to the UDR. They are going to try for August 8, if it is not quite completed, they will go to the August 22 meeting, both dates will allow for the 15-day public notification that is required before the public hearing.

Other Business

L. MacKay stated the Commission will enter Executive Session at 8:26pm to discuss personnel to include Commission members and James Thomas.

Exited Executive Session at 8:30pm

L. MacKay stated she will be inquiring with the Town Manager whether the Zoning Administrator position will be advertised in the near future.

Announcements

Next meeting will be Tuesday, July 11.

Adjourn Meeting

Meeting adjourned at 8:32pm by L. MacKay.

Respectfully Submitted,

Allison Harvey, Recording Secretary